

CHILD CARE FACT SHEET

For Persons Applying For or Receiving Child Care Services

WHO IS ELIGIBLE FOR SERVICES?

You may be eligible for services if you are making your home in Alabama and are employed and/or enrolled in school/training and making no more income than is allowable (see [Initial Eligibility Monthly Income Scale](#)).

WHAT IS THE ALLOWABLE INCOME AND HOW MUCH IS THE WEEKLY FEE?

Income is gross income before taxes, social security or any other deductions are made. Regulations allow for no deductions to gross income. Family income includes wages from employment, SSI, SSA, etc. Weekly gross income is multiplied by 4.333 to compute monthly income.

PARENTAL FEE CHART

Weekly Fee:	\$0.00	\$18.00	\$20.50	\$23.00
Family Size	Initial Eligibility Monthly Income Scale (All New Applicants Must Enter Under This Scale)			
2	0-1437	1438-1580	1581-1724	1725-1868
3	0-1810	1811-1991	1992-2172	2173-2353
4	0-2183	2184-2402	2403-2620	2621-2838
5	0-2557	2558-2812	2813-3068	3069-3324
6	0-2930	2931-3223	3224-3516	3517-3809
7	0-3303	3304-3634	3635-3964	3965-4294
>=8	0-3677	3678-4044	4045-4412	4413-4780

Note: Families with income below the amount shown in the \$18.00 column are NOT required to pay a fee. **All fees are per child.**

Weekly Fee:	\$28.00	\$29.00	\$30.00	\$38.00
Family Size	Continuing Eligibility Monthly Income Scale			
2	1869-2011	2012-2155	2156-2299	2300-2422
3	2354-2534	2535-2715	2716-2896	2897-3077
4	2839-3057	3058-3275	3276-3493	3494-3712
5	3325-3579	3580-3835	3836-4091	4092-4346
6	3810-4102	4103-4395	4396-4688	4689-4981
7	4295-4625	4626-4955	4956-5285	5286-5616
>=8	4781-5147	5148-5515	5516-5883	5884-6250

WHO IS INCLUDED IN A FAMILY?

Family means the basic family unit consisting of an adult and his or her spouse (including common law), children under 18 years of age, and minor parents under 18 years of age and their children, related by blood, marriage, or adoption, who are residing in the same household. A member of this basic family unit temporarily out of the home continues to be considered as part of the family.

Considered as separate families are:

- Related persons 18 years of age or over, other than spouses, who live together.
- Unrelated persons 18 years of age or over who live together.
- Children for whom the Department of Human Resources has custody of and who are in foster care.
- Individuals under 18 years of age who are married.

All child care programs managed by the Child Management Agency are administered in accordance with the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other federal and state civil rights laws.

NOTICE OF CLIENT'S RIGHTS

If the Child Care Management Agency takes action to deny, reduce or terminate services and you feel such action was taken outside the context of Subsidy policy, under the Child Care Subsidy Policies and Procedures Manual you have the right to:

(1) Ask for a conference with the Child Care Management Agency.

Or

(2) Ask for a formal hearing. The request must be made in writing by you, or your legal representative. *The request must clearly state the reason(s), the date(s) of the alleged offense(s) are said to have occurred and must be signed and dated by you.* You may send your request to the Child Care Management Agency, who will forward it to the *Administrative Hearing Officer at the State Department of Human Resources.*

Who may ask for a hearing?

You or someone legally appointed to represent you may request a hearing.

How much time do you have to request a formal hearing?

Your written request must be made to the Child Care Management Agency within **60 days** of the alleged offense(s).

What are the hearing procedures?

The State Department of Human Resources will send information about hearings to the person requesting the hearing. A representative of the State Department of Human Resources will conduct and preside over the hearing.

How do you withdraw a hearing request?

You may voluntarily withdraw the hearing request at any time prior to the resolution of the complaint by the Administrative Hearing Officer. The withdrawal must be in writing, must be signed and dated by you and must clearly indicate the reason(s) for your decision. You may send your withdrawal to the Child Care Management Agency who will immediately forward it to the Administrative Hearing Officer.

Nondiscrimination...

All child care programs managed by the Child Care Management Agency are administered in accordance with the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other federal and state civil rights laws.